

Additional Business Locations for a Sales Tax Account

TC-69B

Rev. 2/03



1 — General Information

1a. Social Security Number (SSN)
(required for individual sole proprietor)

 - -

Federal Employer Identification Number (EIN)
(required for all entities other than sole proprietor)

 -

1b. Existing Sales Tax Acct. Number
(required for all accounts, if issued)

1c. Owner's Name - PRINT (If the owner is a business entity, write the registered name here)

Daytime phone number

Owner's street address (P.O. Box not acceptable)

City	County	State	Zip code
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2 — Additional/New Business Locations

▶ DBA/Business Name Business or trade name at this physical location		Business telephone number		Office Use Only County <input type="text"/> <input type="text"/> City Code <input type="text"/> <input type="text"/> <input type="text"/> SIC Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> USTC SIC <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> NAICS <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
Physical street address of business (P.O. Box not acceptable)							
City	County	State	Zip code				
Business Description If business or product is different from main business location, describe here for this location.							
▶ DBA/Business Name Business or trade name at this physical location		Business telephone number		Office Use Only County <input type="text"/> <input type="text"/> City Code <input type="text"/> <input type="text"/> <input type="text"/> SIC Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> USTC SIC <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> NAICS <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
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City	County	State	Zip code				
Business Description If business or product is different from main business location, describe here for this location.							

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► DBA/Business Name Business or trade name at this physical location		Business telephone number		Office Use Only County <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> City Code <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> SIC Code <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> USTC SIC <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> NAICS <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>		
Physical street address of business (P.O. Box not acceptable)						
City	County	State	Zip code			
Business Description If business or product is different from main business location, describe here for this location.						

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Physical street address of business (P.O. Box not acceptable)						
City	County	State	Zip code			
Business Description If business or product is different from main business location, describe here for this location.						

3 — Authorized Signature

Signature of Authorized Applicant or Owner (Application will not be accepted without original signature)

Date



Additional Business Locations for Sales Tax Accounts

General Information

This form may be used by taxpayers who are registering additional business locations for a new or existing sales tax account.

Instructions

- 1a. A valid Social Security Number or Federal Employer Identification Number must be provided.
- 1b. If you are already registered with the Tax Commission and you are adding locations to an existing sales tax account, your Sales Tax Account Number is also required.
- 1c. You must provide the owner's name, daytime phone number, street address (PO Box not acceptable), city, county, state and zip.
2. All information for each additional or new location must be provided:
 - DBA/business name
 - Business telephone number
 - Physical street address of business
 - City, County, State and Zip code
 - Business description, if business or product is different than that at the main business location
3. The form must be signed by an authorized applicant or owner.

Return the completed form to the Tax Commission at the following address:

Master File Maintenance
Utah State Tax Commission
210 North 1950 West
Salt Lake City, UT 84134-3310